



School District of Volusia County

FY21 Elementary School Formulas

Program	Formula
Teachers	
Kindergarten - Third	1 unit for 18.0 Students
Fourth - Fifth	1 unit for 21.0 Students
Art / Music	Enrollment x (50/1250)/20; Minimum=0.5 unit
PE	Enrollment x (90/1250)/20; Minimum=0.5 unit
ESOL	See ESOL Listed Below
Separate Class - Gifted (K-3)	1 unit for 18.0 Students
Separate Class - Gifted (4-5)	1 unit for 21.0 Students
Separate Class - VE Mild/Consultation	1 unit for 16.0 Students
Separate Class - Multi-VE	See reverse side
Separate Class - E/BD	See reverse side
Pre-K VE Mild	1 unit for 7 Students
Pre-K Multi-VE	1 unit for 6 Students
Pre-K Language	1 unit for 7 Students
Paraprofessionals	
ESOL	See ESOL Listed Below
Separate Class - VE Mild	$(\text{enroll} * 30\% / 16) * 0.81$ (0.81=6.5 hrs.)
Separate Class - Multi-VE	See reverse side
Separate Class - E/BD	See reverse side
Separate Class - Language	1 - 7.0 hr paraprofessional per teacher
Pre-K VE Mild	1 - 7.0 hr paraprofessional per teacher
Pre-K Multi-VE	2 - 7.0 hr paraprofessional per teacher
Pre-K Language	1 - 7.0 hr paraprofessional per teacher
Instructional Support	
Media Specialists	1 per School
Certified School Counselors	Enroll < 750 = 1.0; Enroll 750+ = 2.0
Principals	1 per School
Assistant Principals (11 months)	Enroll < 300 = 0 Enroll between 301 and 874 = 1 per school Enroll > 874 = 2 per school
Teacher on Assignment	Enroll < 300 = 1 per school (11 months) Enroll 301-849 = 0 Enroll > 849 = 1 per school (10 months) Schools with E/BD programs = 1 (10 months)
Clerical	Refer to Clerical Formula Sheet
Custodial	Contracted Service

*Any variation from this formula must be made in consultation with the appropriate Area Superintendent.

Elementary ESOL Formula

Enrollment	Teacher	Para
0 - 14	0.0	0.0
15 - 39	0.0	1.0
40 - 79	1.0	1.0
80 - 139	2.0	1.0
140 - 219	3.0	1.0
220 - 299	4.0	1.0
300 - 379	5.0	1.0



School District of Volusia County

E/BD Staffing Formula

Enrollment	Teacher	Para
1 - 6	1.0	1.0
7 - 9	1.0	2.0
10 - 12	2.0	2.0
13 - 15	2.0	3.0
16 - 18	3.0	3.0
19 - 21	3.0	4.0
22 - 24	4.0	4.0
25 - 27	4.0	5.0
28 - 30	5.0	5.0
31 - 33	5.0	6.0
34 - 36	6.0	6.0
37 - 39	6.0	7.0
40 - 42	7.0	7.0

Multi-VE Staffing Formula

Enrollment	Teacher	Para
1 - 8	1.0	2.0
9 - 16	2.0	4.0
17 - 24	3.0	6.0
25 - 32	4.0	8.0
33 - 40	5.0	10.0
41 - 48	6.0	12.0
49 - 54	7.0	14.0
55 - 60	8.0	16.0
61 - 66	9.0	18.0
67 - 72	10.0	20.0

*** E/BD & Multi-VE Para hours:**

Elementary	7.0 hours
Secondary	7.5 hours



School District of Volusia County
Elementary School Clerical Formulas

Base Enrollment of 300 - 500 Students

Position	No.	Months	Hours	FTE
Office Specialist III	1	12	8	1.00
Office Specialist II	1	12	8	1.00
Office Specialist I	1	12	8	1.00
Office Specialist I	1	10	6	0.63
Office Specialist I	1	10	4	0.42
Total Allocation	5			4.05

Base Enrollment of 501 - 700 Students

Position	No.	Months	Hours	FTE
Office Specialist III	1	12	8	1.00
Office Specialist II	1	12	8	1.00
Office Specialist II	1	11	8	0.92
Office Specialist I	1	10	6	0.63
Office Specialist I	1	10	4	0.42
Total Allocation	5			3.97

Base Enrollment of 701 - 874 Students

Position	No.	Months	Hours	FTE
Office Specialist III	1	12	8	1.00
Office Specialist II	1	12	8	1.00
Office Specialist II	1	12	8	1.00
Office Specialist I	1	10	6	0.63
Office Specialist I	1	10	4	0.42
Total Allocation	5			4.05

Base Enrollment of > 874 Students

Position	No.	Months	Hours	FTE
Office Specialist III	2	12	8	2.00
Office Specialist II	1	12	8	1.00
Office Specialist I	1	10	6	0.63
Office Specialist I	1	10	4	0.42
Total Allocation	5			4.05

*Add one additional 6 hour, 10 month Office Specialist I for every 125 students above 500.

Small School Allocation
Base Enrollment of <300 Students

Position	No.	Months	Hours	FTE
Office Specialist III	1	12	8	1.00
Office Specialist II	1	12	8	1.00
Office Specialist I	1	10	6	0.63
Total Allocation	3			2.63

- ✓ The media clerk allocation is included in the formulas and each school must provide at least one media clerk. Hours and months for the media clerk are at the Principal's discretion based on the best interest of the school.
- ✓ Trades are not allowed between levels OR para to clerical / clerical to para
- ✓ Months/hours are flexible only on additional OSI allocations earned above the base. OSII and OSIII positions must be allocated as shown.
- ✓ The Principal's secretary position must be classified as an OSIII and their duties must align with that classification.



School District of Volusia County FY21 Middle School Formulas

Program	Formula
Teachers Core - Grades 6-8 Non-Core Grades 6-8 ESOL VE Mild/Consultation Small Group VE Modified Separate Class - Gifted Separate Class - Multi-VE Separate Class - E/BD	1 unit for 21.0 Students 1 unit for 39.0 Students See ESOL Listed Below (enrollment/60%)/13 1 unit for 10 Students 1 unit for 19.5 Students See reverse side See reverse side
Paraprofessionals ESOL VE Mild/Consultation Sm. Group Separate Class - Multi-VE Separate Class - E/BD	See ESOL Listed Below $([enroll*20\%]/13)*0.88$ (0.88=7.0 hrs) See reverse side See reverse side
Instructional Support Media Specialists Certified School Counselors Principals Assistant Principals ESE Assistant Principal Teacher on Assignment (10 Months) Clerical Campus Advisors Custodial	1 per school 1 per 425 students, minimum 2 1 per school 2 per school 1 per school, partially funded through IDEA 1 per school Refer to Clerical Formula Sheet 2 per school Contracted Service

Any variation from this formula must be made in consultation with the appropriate Area Superintendent

ESOL Formula		
Enrollment	Teacher	Para
0 - 14	0.0	0.0
15 - 24	0.0	1.0
25 - 49	0.5	1.0
50 - 74	1.0	1.0
75 - 99	1.5	1.0
100 - 124	2.0	1.0
125 - 149	2.5	1.0
150 - 174	3.0	1.0
175 - 199	3.5	1.0
200 - 224	4.0	1.0



School District of Volusia County

E/BD Staffing Formula

Enrollment	Teacher	Para
1 - 6	1.0	1.0
7 - 9	1.0	2.0
10 - 12	2.0	2.0
13 - 15	2.0	3.0
16 - 18	3.0	3.0
19 - 21	3.0	4.0
22 - 24	4.0	4.0
25 - 27	4.0	5.0
28 - 30	5.0	5.0
31 - 33	5.0	6.0
34 - 36	6.0	6.0
37 - 39	6.0	7.0
40 - 42	7.0	7.0

Multi-VE Staffing Formula

Enrollment	Teacher	Para
1 - 8	1.0	2.0
9 - 16	2.0	4.0
17 - 24	3.0	6.0
25 - 32	4.0	8.0
33 - 40	5.0	10.0
41 - 48	6.0	12.0
49 - 54	7.0	14.0
55 - 60	8.0	16.0
61 - 66	9.0	18.0
67 - 72	10.0	20.0

*** E/BD & Multi-VE Para hours:**

Elementary	7.0 hours
Secondary	7.5 hours



School District of Volusia County Middle School Clerical Formulas

Based on Enrollment of 1100 - 1300 Students*

Position	# of Positions	Months	Hours	FTE (from conversion chart)
Base Allocation:				
Office Specialist III	3	12 (260 days)	8	3.00
Office Specialist II	1	12 (260 days)	8	1.00
Office Specialist I	4	11 (216 days)	8	3.68
Total Base Allocation	8			7.68

** Add one additional 4 hour, 10 month Office Specialist I for every 350 students above the 1300 base.

*Allocate 3.30 Office Specialist I with enrollment <1100

- ✓ The media clerk allocation is included in the formulas and each school must provide at least one media clerk. Hours and months for the media clerk are at the Principal's discretion based on the best interest of the school.
- ✓ Trades are not allowed between levels OR para to clerical / clerical to para
- ✓ Months/hours are flexible only on additional OSI allocations earned above the base. OSII and OSIII positions must be allocated as shown.
- ✓ The Principal's secretary position must be classified as an OSIII and their duties must align with that classification.



School District of Volusia County

FY21 High School Formulas

Program	Formula
Teachers	
Core - Grades 6-8 (Taylor Middle-High)	1 unit for 21.0 Students
Non-Core - Grades 6-8 (Taylor Middle-High)	1 unit for 39.0 Students
Core - Grades 9-12	1 unit for 27.0 Students
Non-Core - Grades 9-12	1 unit for 40.0 Students
AP	units allocated based on earnings
IB	funds allocated based on earnings
ESOL	See ESOL Listed Below
VE Mild/Supt. Fac/Consultation Sm.Gr.	$(\text{enrollment}/60\%)/12.5$
VE Modified	1 unit for 10.0 Students
Separate Class - Multi-VE	See reverse side
Separate Class - E/BD	See reverse side
Separate Class - VE Mild - Middle	$(\text{enrollment}/60\%)/13$
Separate Class - Gifted - Middle	1 unit for 19.5 Students
Paraprofessionals	
ESOL	See ESOL Listed Below
VE Mild/Consultation Sm. Group	$([\text{enroll} * 20\%] / 12.5) * 0.94$ (0.94=7.5 hrs.)
Separate Class - Multi-VE	See reverse side
Separate Class - E/BD	See reverse side
Instructional Support	
Media Specialists	1 per school
Certified School Counselors	1 per 425 students, minimum 3
Athletic Director	1 per school
Assistant Principals	up to 2100=3; over 2100=4
ESE Assistant Principal	1 per school, partially funded through IDEA
Teacher on Assignment (10 months)	Enrollment <2500 = 1 Enrollment 2500+ = 2
Clerical	Refer to Clerical Formula Sheet
Campus Advisor	4 per school
Custodial	Contracted Service

Any variation from this formula must be made in consultation with the appropriate Area Superintendent.

ESOL Formula

Enrollment	Teacher	Para
0 - 14	0.0	0.0
15 - 24	0.0	1.0
25 - 49	0.5	1.0
50 - 74	1.0	1.0
75 - 99	1.5	1.0
100 - 124	2.0	1.0
125 - 149	2.5	1.0
150 - 174	3.0	1.0
175 - 199	3.5	1.0
200 - 224	4.0	1.0
225 - 249	4.5	1.0
250 - 274	5.0	1.0



School District of Volusia County

E/BD Staffing Formula

Enrollment	Teacher	Para
1 - 6	1.0	1.0
7 - 9	1.0	2.0
10 - 12	2.0	2.0
13 - 15	2.0	3.0
16 - 18	3.0	3.0
19 - 21	3.0	4.0
22 - 24	4.0	4.0
25 - 27	4.0	5.0
28 - 30	5.0	5.0
31 - 33	5.0	6.0
34 - 36	6.0	6.0
37 - 39	6.0	7.0
40 - 42	7.0	7.0

Multi-VE Staffing Formula

Enrollment	Teacher	Para
1 - 8	1.0	2.0
9 - 16	2.0	4.0
17 - 24	3.0	6.0
25 - 32	4.0	8.0
33 - 40	5.0	10.0
41 - 48	6.0	12.0
49 - 54	7.0	14.0
55 - 60	8.0	16.0
61 - 66	9.0	18.0
67 - 72	10.0	20.0

*** E/BD & Multi-VE Para hours:**

Elementary	7.0 hours
Secondary	7.5 hours



School District of Volusia County High School Clerical Formulas

Based on Enrollment of 1500 - 1700 Students*

Position	# of Positions	Months	Hours	FTE (from conversion chart)
Base Allocation:				
Office Specialist III	4	12 (260 days)	8	4.00
Office Specialist II	3	12 (260 days)	8	3.00
Office Specialist II	1	11 (216 days)	8	0.92
Office Specialist I	1	12 (260 days)	8	1.00
Office Specialist I	2	11 (216 days)	8	1.84
Office Specialist I	1	10 (196 days)	8	0.83
Total Base Allocation	12			11.59

* Add one additional 4 hour, 10 month Office Specialist I for every 350 students above the 1700 base.

*Allocate 3.0 Office Specialist I with enrollment <1150

- ✓ The media clerk allocation is included in the formulas and each school must provide at least one media clerk. Hours and months for the media clerk are at the Principal's discretion based on the best interest of the school.
- ✓ Trades are not allowed between levels OR para to clerical / clerical to para
- ✓ Months/hours are flexible only on additional OSI allocations earned above the base. OSII and OSIII positions must be allocated as shown.
- ✓ The Principal's secretary position must be classified as an OSIII and their duties must align with that classification.